



Department of Energy  
National Nuclear Security Administration  
Office of the General Counsel  
P. O. Box 5400  
Albuquerque, NM 87185



July 18, 2019

VIA EMAIL: [75591-15487755@requests.muckrock.com](mailto:75591-15487755@requests.muckrock.com)

Ms. Emma Best  
MuckRock  
DEPT MR 75591  
411A Highland Ave.  
Somerville, MA 02144-2516

## RECEIPT OF FREEDOM OF INFORMATION ACT REQUEST

Dear Ms. Best:

This letter acknowledges the receipt of your Freedom of Information Act (FOIA) request, dated June 20, 2019 for a copy of the following:

- \* Documents describing or generated as part of the establishment of any different processing queues for FOIA requests,
- \* Documents describing the rules and procedures governing any different processing FOIA queues,
- \* Documents, produced in the previous 15 years, containing reports or statistics describing the FOIA processing queues,
- \* Documents describing procedures for the handling or coordination of requests from high volume FOIA requesters,
- \* Documents describing procedures, rules and prerequisites for any exceptions to processing requests in a "first in, first out" process,
- \* Documents describing procedures and rules for the processing of especially complex or delicate FOIA requests,
- \* Documents describing procedures and rules for the processing of 'high visibility' FOIA requests, such as those, which are likely to elicit reactions from the media or the public,
- \* Documents describing procedures and rules for the processing of FOIA requests from members of Congress and federal government agencies; and
- \* Documents describing procedures and rules for the processing of FOIA requests from non-federal law enforcement agencies.

Your request was received in this office on June 24, 2019.

It is the practice of the National Nuclear Security Administration, in accordance with Departmental policy, to process FOIA requests in the approximate order of the date received by this office. Your request is out for a search for responsive records. A number of requests received prior to yours are pending, and your request will be processed in turn. Please note that for fee purposes, "unusual circumstances" as defined in the Open Government Act of 2007 occur, as there is a need to search for or collect records from facilities geographically separated from this office. We will make every effort to respond to your request as quickly as possible. However, we estimate that we will not be able to provide a response in 20 working days, as we need more time to complete the search, review the record(s) for release, and prepare the response to you, as some requests, depending on the volume of records, the complexity of the search, and/or the sensitivity of the subject matter, require additional time to complete.

If you have questions concerning the processing of your request, please contact Christina Hamblen by email at [Christina.Hamblen@nnsa.doe.gov](mailto:Christina.Hamblen@nnsa.doe.gov), or write to the address above and reference Control Number FOIA 19-00255-H

You may also contact NNSA's FOIA Public Liaison, Pamela Arias-Ortega, FOIA Officer, Office of the General Counsel, at 1-866-747-5994, or by mail at Department of Energy, National Nuclear Security Administration, Office of the General Counsel, PO Box 5400, Albuquerque, NM 87185 for further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA Mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20704, e-mail at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at (202) 741-5770; toll free at 1-877-684-6448; or facsimile at (202) 741-5769.

Sincerely,

  
Angelia Bowman  
FOIA Consultant